

**networkMaryland Advisory Group  
Monthly Meeting  
December 17, 2002 9:08 am – 1:03 pm  
Maryland Department of Budget and Management  
Annapolis, Maryland**

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**ADVISORY GROUP ATTENDEES:**

Margo Burnette (Vice Chair)  
Richard Aldridge  
Walter Bigalow (Alt. For J.Wood)  
Ron Forsythe  
Karen Millison (Alt. For R.Forsythe)  
William Morrow

Susan Ockert  
Stuart Ragland  
Richard Rose  
Paul Thorn  
Renee Winsky  
Judi Wood

**DBM STAFF ATTENDEES:**

Jodey McGhee  
Jason Ross  
Mary Ann Slack

**OTHER GOVERNMENT ATTENDEES:**

Greg Maddalone  
Drex Ryberg  
John Gowland  
Stuart Wilkins

Reported By:	Presentation Topics	Comments and Actions	Completion
M.Burnette	<b><u>Call To Order</u></b> – The Meeting was called to order at 9:08 AM		
Members	<b><u>Approval of November Minutes</u></b> – The Members approved the minutes from the November meeting.		
	<b><u>Welcome and Introductions</u></b> <b><u>Governor-elect Ehrlich's IT Transition Team Members</u></b> – <ul style="list-style-type: none"> <li>• Greg Maddalone</li> <li>• Drex Ryberg</li> <li>• John Gowland</li> <li>• Stuart Wilkins</li> </ul> <b><u>Advisory Group Members Absent Today</u></b> – <ul style="list-style-type: none"> <li>• Mike McCarty</li> <li>• Jeff Blank</li> <li>• Chuck Bristow</li> </ul> <b><u>Changes in Advisory Group</u></b> – <ul style="list-style-type: none"> <li>• Mary Clappsaddle, Economic Development, has resigned as member of Advisory Group due to new position at Department of Education</li> </ul>		
M.Burnette	<b><u>Status of Project – Activities of Past Month</u></b> <ul style="list-style-type: none"> <li>• Customer Information Packet complete; awaiting legal OK before posting on website</li> <li>• Getting Connected Processes being finalized</li> <li>• Pricing has been submitted for approval</li> <li>• Submitted documentation to legal counsel for FCC; have not received date when to expect answers</li> <li>• Eastern Shore redesign approved and implementation proceeding</li> <li>• 24X7X365 Managed Services in place</li> <li>• Working on Strategic Plan and Recommendations</li> </ul> <b><u>Status of Project – Upcoming Activities</u></b> <ul style="list-style-type: none"> <li>• Transition and Session</li> <li>• Working with MDOT for build out to Western Maryland <ul style="list-style-type: none"> <li>- Identified the fiber</li> <li>- Proceeding with construction to pull 4 fiber</li> <li>- Adjusting MOU</li> <li>- LawMall Inventory (today)</li> <li>- Marconi equipment ordered</li> <li>- (Note: Cienna and Juniper cannot be ordered until NCE contract in place)</li> </ul> </li> <li>• Baltimore Education PoP</li> </ul>	<p>Margo to distribute pricing once Tom Lee has reviewed and approved.</p> <p>A member of the advisory group questioned if leasing vs. purchasing equipment had been evaluated.</p> <p>NOTE: The Marconi equipment order was delayed until direction of project defined by</p>	

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	- Preparing MOU for USM / DBM	new administration.	
Members	<p><b><u>Strategic Plan</u></b> –</p> <p>Ad-hoc committee to help formulate plan over next month</p> <ul style="list-style-type: none"> <li>• Will Morrow, Chair</li> <li>• Walter Bigelow</li> <li>• Susan Ockert</li> <li>• Renee Winsky</li> <li>• Margo Burnette</li> </ul> <p>Will discussed the actions of the Ad-hoc committee and reviewed Objectives identified.</p> <p><b><u>Objectives</u></b> – <b>Ensure that network Maryland</b></p> <ul style="list-style-type: none"> <li>• Is sustainable by creating an effective governance model</li> <li>• Provides equitable statewide access</li> <li>• Is cost effective</li> <li>• Meets the functional requirements of customers</li> <li>• Is reliable</li> <li>• Is secure</li> <li>• Provides outstanding customer service</li> <li>• Resources are managed responsibly</li> <li>• Supports economic development</li> </ul> <p>The next step planned was to work conduct a working session today that would address the following:</p> <ul style="list-style-type: none"> <li>• Discuss Overall Objective and Executive Summary</li> <li>• Divide into groups with assigned “Objective” to define goals and strategies</li> <li>• Discussion regarding direction</li> <li>• Recommendations</li> </ul>	<p>Need to define new Governance; Advisory Group “is not good for the long term...”</p> <p>Planned working sessions did not occur due to ensuing discussions with Transition Team.</p>	

<p><b><u>Transition Team Members</u></b></p>	<p>The Transition Team addressed the Advisory Group and solicited their input on a number of matters.</p> <p>The Transition Team informed those present a decision has not been made whether to fund networkMaryland for next year, and they are information gathering so they can make a recommendation to the Governor-elect.</p> <p>Transition Team Members commented if the funding is approved, there would be no more build out and the funding would be used to improve existing design. This comment was met with many arguments opposing the idea.</p> <ul style="list-style-type: none"> <li>• Transition Team stressed again the concern of getting Agencies on networkMaryland now with current design. Especially the Public Safety ("1<sup>st</sup> Recommendation")</li> </ul> <p>Jason Ross explained the "partnership" with MDOT and the preliminary plans to connect the Public Safety data centers within 6 months.</p> <p>Transition Team reminded everyone of the 1.8 billion dollar deficit.</p> <p>Discussions of renaming networkMaryland surfaced again.</p> <p>Advisory Group Members expressed the current networkMaryland design does not address need of "last mile relief".</p> <p>Transition Team's "2<sup>nd</sup> Recommendation" is consolidating the Help Desk in each area (LATA?).</p> <p>Transition Team's "3<sup>rd</sup> Recommendation" is to reduce the number of Agency CIO's and moving State CIO into the Governor's office.</p> <p>Transition Team requested an IMPACT-PLANNING STATEMENT-RECOMMENDATION (including cost benefits and priorities) by the end of the day.</p> <p>Transition Team stated they will go after Federal funds whenever possible.</p>	<p>Margo requested that the impact statement be delivered first thing the next morning.</p> <p>Transition team concurred with request.</p>	
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Members	<b>After departure of the Transition Team, the members worked together to identify key components of the Impact Statement requested by the Transition team.</b>	NwMd Project Team to prepare Impact Statement for Transition team.	
	<b><u>General Comments</u></b>	Anticipate that there will not be a meeting in January due to transition. Meetings will resume in February.	
	<b><u>Adjournment</u></b> - The meeting adjourned at 1:03 PM		

**Minutes Recorded by:**

Jodey McGhee